

RHODE ISLAND CONTRACTORS REGISTRATION BOARD

*Safe guarding Consumers rights and providing a fair,
just and positive environment for the construction
industry*



Contractors Registration Board

1 Capitol Hill 2nd Floor
Providence, RI 02809

Phone (401) 222-1268

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Web Site: <http://www.crb.state.ri.us>

About the Contractors Registration Board

- Established in 1989 by the RI General Assembly
- Consist of 9 Board Members
- Operates within the Department of Administration, the building code commission, under the direction of George W. Whalen, Executive Director

Jurisdiction of the Board

- Regulates by registration - Residential Contractors and Commercial Roofers.
- Regulates by licensing – Home Inspectors

Dispute Resolution Process

- A \$25.00 processing fee is required
- Claims Heard by the board include:
 - Homeowner against registered contractors for: alleged negligence, improper work, and breach of contract or release of a mechanics lien.
 - Contractor against Contractor for: alleged negligence, improper work, and breach of contract or release of a mechanics lien.
 - Employee against contractor.

Enforcement Procedures Include:

- Non-registered contractor complaints
- Violations of RI General Laws 5-65-19

Criminal Prosecutions

- Violations of Final Orders and Non Registered Contractor Complaints may be prosecuted as misdemeanors by the RI Department of Attorney General in accordance with RI GEN LAW S5-65-19

Agency Appeals

- After a hearing, a proposed order is issued which can be appealed to the full board, then to the RI Superior Court and finally to the RI Supreme Court.

Contact the CRB via mail at: One Capitol Hill – 2nd Floor Providence, RI 02898 Phone (401) 222-1268 Fax: (401) 222-2599 Website <http://www.crb.ri.gov>

Rhode Island Contractors Registration Board Dispute Resolution Process

Property owner, contractor or contractor employee wants contacts CRB to file a claim (see contact info at bottom)

What types of work are covered?

- Residential Work (4 units or less)
- Commercial Roofs (except shingles)

Who Can File a Claim?

- Homeowners
- Registered Contractors
- Registered Sub Contractors
- Employees of Contractors

What types of Claims can be filed?

- Negligent Work
- Improper Work
- Breach of Contract
- Mechanic Liens
- Testing Agency

What does it cost?

- \$25 processing fee to file a claim
- \$20 for appealed claims

Period for filing

- 1 year from Occ OR
- Closing on new construction or
- date work ceased on other types of work

Claim form is filled out by claimant and includes copies of contracts, dates, pictures and other information

Claim is mailed or delivered to CRB

CRB reviews the complaint.

Is Contractor Registered?

Yes

No

Violation of \$500.00 issued and a copy of the complaint sent to the contractor. If sufficient information can be provided to the Board; a claim can be filed against the non – registered contractor. Information would include a drivers license # and date of birth

Appeal of violation?

Yes

No

Final Order issued.
Criminal Prosecution

Hearing Held:
Issue Resolved or Final Order Issued.

CLAIM INITIATION
Claim notification is sent to parties involved.
Assigned a claim number
Assigned to Investigator

CLAIM INVESTIGATION
Both Parties Contacted
Investigation conducted
Verification of Violation
Try to get work completed or settlement

Is Settlement Reached?

Yes

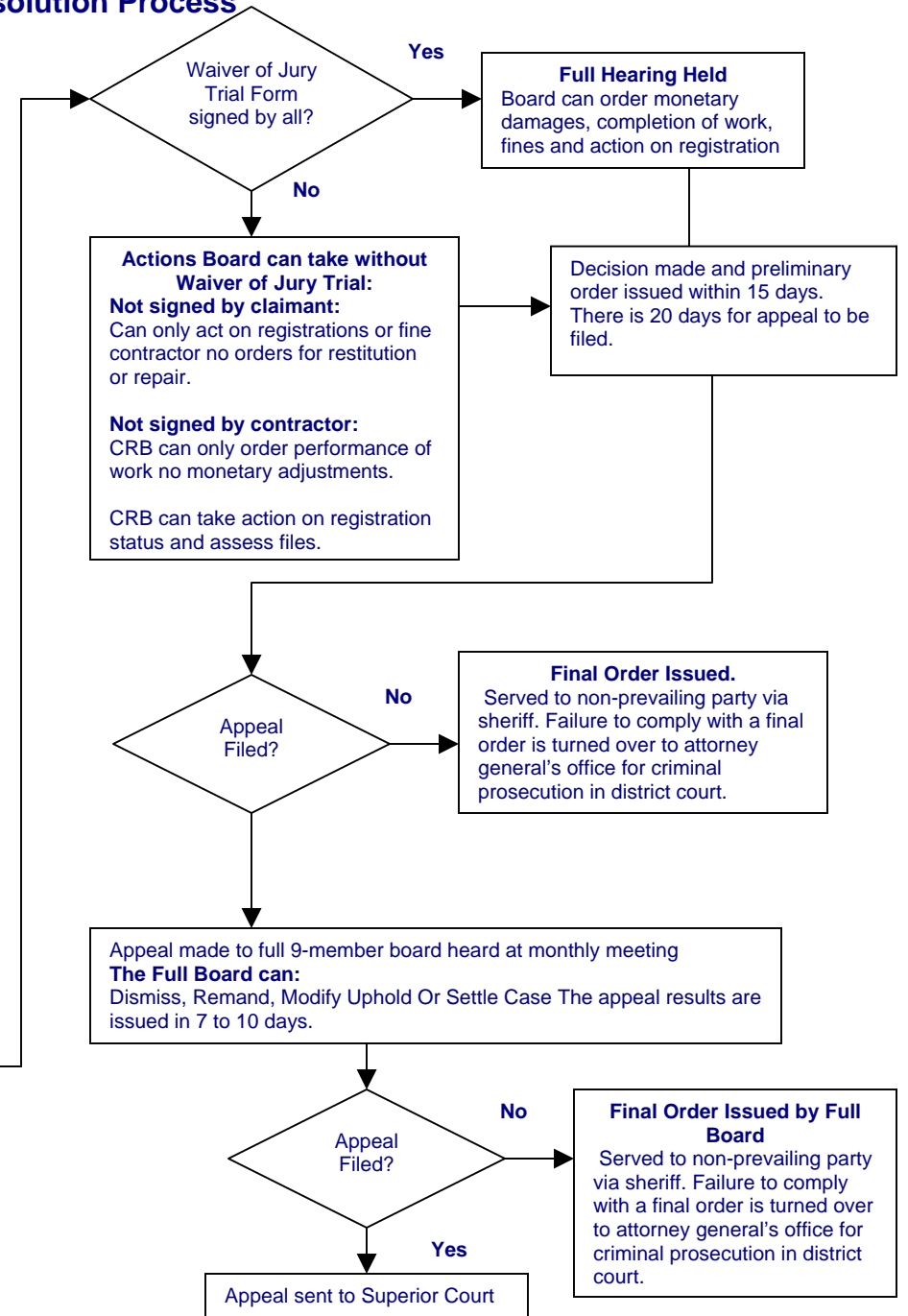
No

Claim Disposed
No record kept

HEARING SCHEDULED
20 day advanced notice of hearing is sent to all parties.

HEARING PROCEEDINGS
Hearing Officer Hears all parties.
Burden of proof is on the claimant to prove allegations.
Claimant should provide:

- Witnesses
- Estimates from Registered contractor, Pictures, Contracts, Videos.
- It may be advisable to get an attorney if the other party will have legal council



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